



## **Real Jobs RI July 2015 Solicitation for Implementation Grant Proposals**

### **FAQ Update: October 7, 2015**

**Q:** Can you please explain in greater detail the requirement that we obtain a Certificate of Good Standing from the Division of Taxation? Is this the same as a Letter of Good Standing? Does a Certificate of Good Standing from the Secretary of State satisfy this requirement?

**A:** A Certificate of Good Standing is a document from the Secretary of State's office that provides the exact name of the entity as has been reported to the state and indicates whether the entity is in good standing and registered to operate in the state of Rhode Island. A Letter of Good Standing is a document from the State Division of Taxation which indicates, among other information, whether the entity owes any taxes or fees to the state. This information is critically important for the Department to have before awarding grant funds to any entity. However, the Real Jobs RI program is now able to conduct such reviews itself prior to award. For this reason, a Certificate/Letter of Good Standing is no longer required to be submitted with a proposal; however the Fiscal Agent for any proposed partnership is strongly encouraged to review their status as it pertains to the aforementioned agencies as any incongruences or issues could delay or jeopardize a grant award.

**Q:** Our organization has used Memoranda of Agreements with partners in the past. Within that memoranda, the roles and responsibilities are listed, and all partners are able to sign one page. Can my partnership utilize a Memorandum of Agreement (or Understanding) instead of securing many different Letters of Intent?

**A:** A Memorandum of Agreement (or Understanding) is acceptable provided the roles and level of commitment are sufficiently spelled out and reflect what is stated in the Proposal Narrative. Real Jobs RI staff reserves the right to contact employers and other organizations listed in the Memorandum to confirm and/or clarify their commitment.

**Q.** The Solicitation asks that the Lead Applicant and Fiscal Agent be the same entity. For a number of reasons, our partnership would prefer to have these two positions separate. Is this allowable?

**A.** For the purposes of the program, the “lead applicant” (as opposed to fiscal agent or convener) simply means an organization is named as “lead applicant” on the grant proposal and is the point of contact for the grant. While this shouldn’t present an organizational challenge, partnerships should devise whatever division of labor makes the most sense for them. For this reason, the Lead Applicant does *not* have to serve as the Fiscal Agent, if the partnership so prefers.